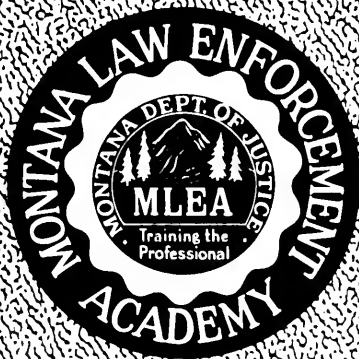


**MONTANA  
DEPARTMENT  
OF JUSTICE**

MONTANA STATE LIBRARY  
HELENA, MONTANA 59620

**ANNUAL REPORT  
FOR  
FISCAL YEAR ENDING  
1990**



**LAW  
ENFORCEMENT  
ACADEMY  
DIVISION**

**PLEASE RETURN**

1000

Montana State Library



3 0864 1004 7510 5

ANNUAL REPORT  
OF  
the Montana Law Enforcement Academy  
A Division of the Department of Justice  
620 South Sixteenth Avenue  
Bozeman, Montana  
59715  
FOR THE  
FISCAL YEAR ENDING  
JUNE 30, 1990



STATE OF MONTANA  
**DEPARTMENT OF JUSTICE**  
LAW ENFORCEMENT ACADEMY DIVISION

Marc Racicot  
Attorney General



620 South 16th Avenue  
Bozeman, MT 59715-4198

March 20, 1991

**Introduction:**

As you will see in the following report, 1990 was a year of great change at the Montana Law Enforcement Academy. A number of far-reaching programs and plans have been reviewed, adopted and initiated. Academy operations will be positively affected for many years to come.

At the time that an Annual Report is usually provided, most of the Academy reorganizational plans for 1990 - 1991 were very much in-progress. The outcomes were by no means assured. Because of this, I decided to provide fiscal year end data to the Office of Budget and Program Planning but to delay writing the formal Annual Report until most of the changes at the Academy had actually taken shape.

Today, I am proud to say that the agency model for the Academy of the future is established and in place. We are progressing towards freshly adopted goals that give meaningful direction to our curriculum and to our staff. There is a renewed emphasis on responsibility and accountability. We know what must be done and we have the means and mechanisms to begin.

Many challenges remain. Not every effort will result in success. Yet I am confident that through this Annual Report, and through the next, the scope of Academy accomplishments will be seen as satisfying and clear.

Respectfully Submitted,

A handwritten signature in dark ink, appearing to read "Gregory A. Noose".

Gregory A. Noose  
Division Administrator



## LEGAL REFERENCES

44-10-101. **Short title.** This chapter may be cited as the "Montana Law Enforcement Academy Act".

44-10-102. **Purpose.** The purpose of this chapter shall be to establish a Montana law enforcement academy to provide Montana law enforcement officers and other qualified individuals with a means of securing training in the field of law enforcement.

44-10-103. **Establishment of academy.** There is hereby established a Montana law enforcement academy.

44-10-201. **Department of justice to govern academy.** The Montana law enforcement academy shall be governed by the department of justice.

44-10-202. **Powers and duties of department.** The department of justice shall have power and it shall be its duty to:

- (1) establish qualifications for admission to the academy;
- (2) select from the qualified applicants those officers and other individuals who are to attend the academy each year;
- (3) determine the curriculum and methods of training for the officers and other individuals attending the academy;
- (4) select and hire staff as it considers necessary to implement this chapter;
- (5) establish rules for the conduct of officers and other individuals enrolled at the academy;
- (6) award appropriate certificates to officers and other individuals who successfully complete their training;
- (7) provide for the keeping of permanent records of enrollment, attendance, and graduation and other records as the department considers necessary;
- (8) make a yearly report in writing of the activities of the academy. Copies of this report shall be sent to the governor, attorney general, and secretary of state.
- (9) do all other things necessary and desirable for the establishment and operation of the academy not inconsistent with this chapter or the constitution and statutes of the state of Montana;
- (10) accept and expend grants from federal, state, county and city governments or private persons, associations, or corporations.

44-10-203. **Sessions to be determined annually.** The academy shall be in session for a period to be annually determined by the department of justice.

44-10-301. **Eligibility.** All bona fide Montana law enforcement officers and other individuals who meet the qualifications established by the department of justice shall be eligible to apply for admission to the Montana law enforcement academy.

44-10-302. **Retention of employment rights.** All officers shall be paid their regular salary during their attendance at the academy, and time spent in such attendance shall not be deducted from the vacation to which any attending officer is entitled. No officer shall lose any pension, seniority, or other rights by reason of attendance at the academy.

44-10-303. **Expenditure of funds by local governments authorized.** The expenditure of funds by any city, town, municipality, or county for the board, room, and travel expenses of the officers attending the academy shall be a lawful expenditure.



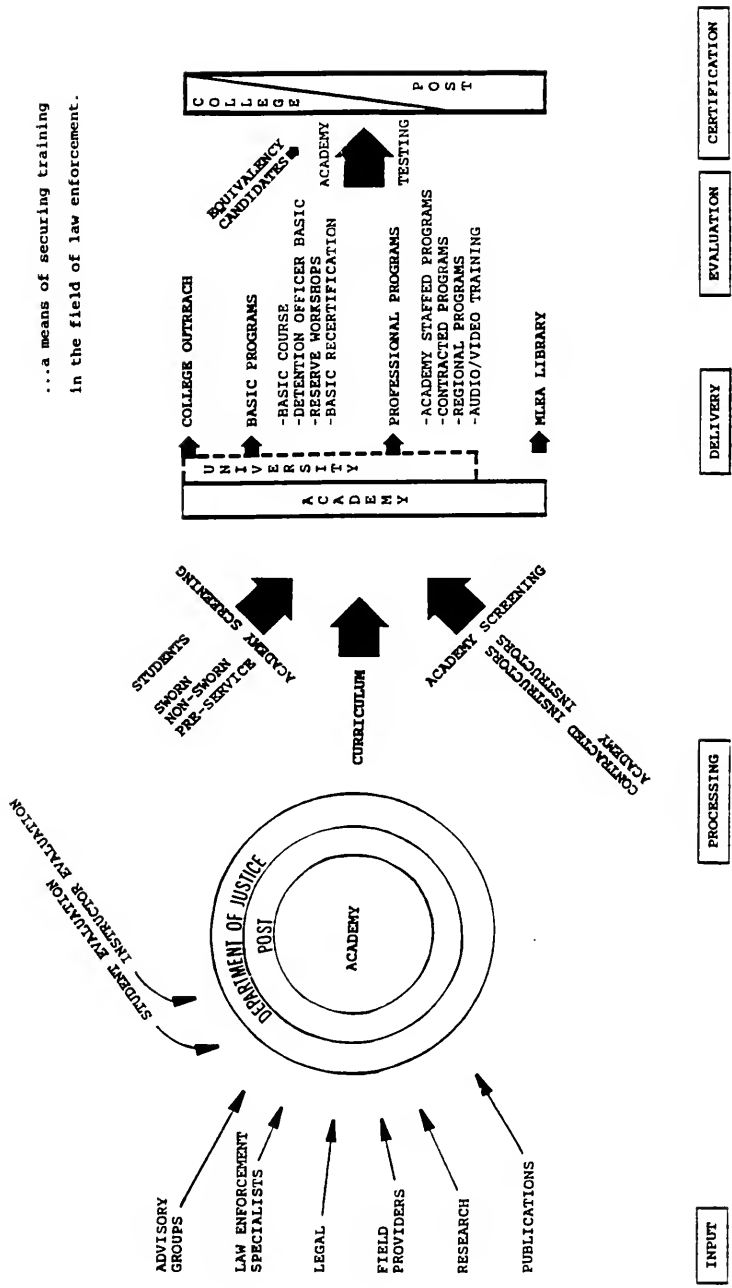


### **Mission Statement and General Description:**

It is the mission of the Montana Law Enforcement Academy to provide Montana law enforcement officers and other qualified individuals with a means of securing training in the field of law enforcement.

As a Division of the Department of Justice, the Academy receives input from a wide host of criminal justice agencies, advisory councils and police field providers relative to law enforcement needs within this state. Through a series of developmental and screening processes, this input is translated into meaningful instruction and delivered to an array of sworn and non-sworn Academy students via training programs conducted on the Bozeman campus and regionally. In conjunction with other institutions and boards of higher education, the Academy also creates and administers various measures of student performance evaluation and makes recommendations about student certification and field capabilities. The overall areas of Academy function are depicted on the following page.



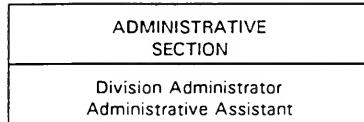




**Agency Organization:**

This Division is housed in Bozeman within eight state-owned modular mobile home buildings and consists of ten FTE's organized into an Administrative Section, a Legal Section, a Basic Programs Bureau and a Professional Programs Bureau. In December, 1990, the Montana Law Enforcement Academy completed a reorganization that formalized agency structure and function. The changes that were made account for an expansion mandated by the 51st Legislature which allows qualified civilians to gain entry level police officer certification by attending the ten week Academy Basic Course on their own time and at their own expense. The first "Pre-Service" Academy students began their training in August, 1990 in accordance with new Administrative Rules. Thirty-two Pre-Service students will complete the MLEA Basic Course during FY 1991. An organizational chart for the Montana Law Enforcement Academy appears on the following page.





DUTIES AND FUNCTIONS
----------------------

Administrative Section

Overall Operations and Planning  
Accounting and Budget  
Overhead Services  
Library and Outreach

Legal Section

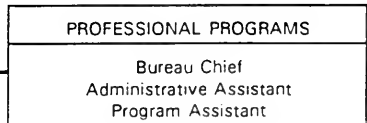
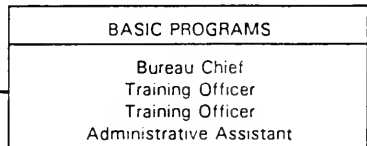
Legal and Forensic Education  
Overall Curriculum Review (legal aspects)  
DOJ Assignments

Basic Programs

Programs Mandated as a Condition of Employment  
Basic Courses (Sworn and Pre-Service)  
Detention Officer Basic  
Reserve Training  
Basic Skills Recertification

Professional Programs

Optional Programs for Senior Personnel  
Supervisory and Instructor Development  
Administration, Operations and Command  
Regional Programs







## Goals Affecting the Future of the Montana Law Enforcement Academy

October 1, 1990

1. ...to streamline Academy operations through teamwork, shared procedures, computerization, reorganization and modifications to facilities.
2. ...to enhance and improve the interrelationships between the Montana Law Enforcement Academy Division in Bozeman and the Department of Justice in Helena.
3. ...to increase the percentage of on-campus training weeks, increase the number of on-campus students and broaden the nature of the student base.
4. ...to effectively encourage and manage the numbers of students and new procedures associated with Pre-Service Training.
5. ...to develop new Academy-Staffed Programs meeting fundamental law enforcement needs and to maintain the numbers and quality of Contracted Programs.
6. ...to support and maintain the current levels of Regional Training Programs.
7. ...to increase the instructional roles for all Academy staff members, to coordinate and develop new outreach training mechanisms, and to develop and maintain relationships with other institutions of Post-Secondary Education.
8. ...to write performance objectives for all Academy-Staffed Programs in order to promote established curriculums, improved testing and formal quality control procedures.
9. ...to write all Academy Administrative Rules, contribute to the Department of Justice Policy Manual, develop a Division Policy Manual, and create and maintain Division Consulting Services Lists.
10. ...to expand and develop the Library through grants and the utilization of volunteer manpower.
11. ...to develop and respond to new advisory groups.
12. ...to operate the Academy in a healthy, equitable, discrimination-free and environmentally sound manner.



## STEPS TOWARDS ACADEMY GOALS

1990 - 1991

- \* Reorganization implemented, revised position descriptions, staff upgrades, creation of self-managing work groups, reallocation of office space, new storage areas, computer upgrade.
- \* Increased involvement of DOJ personnel within Academy operations, MLEA staff serving on State and DOJ committees, teletype on-campus.
- \* Added fourth Basic Course Session, added fourth Detention Officer Basic Course, added Reserve Workshops, added Animal Control Officer Workshops, published new calendar in poster-size format.
- \* Created Basic Programs Bureau, annually accepting 120 cadets instead of 72 including thirty-two Pre-Service students now being trained each year.
- \* Hired an Attorney to manage legal and forensic education, added ICS course, increased the number of Executive Institute Workshops offered regionally.
- \* Upgraded Regional Program Manager from Administrative Aide to Program Assistant.
- \* Assigned training duties to all staff, created audiotaped training mechanism, improved links to MSU.
- \* Initiated pilot project for writing performance objectives, adopted new mandatory fitness requirements, instituted new performance evaluations for Basic students, published improved handbooks and conduct rules for all Academy students.
- \* Promulgated the first Academy Administrative Rules, centralized MOMs Manual information, began to compile consulting services lists.
- \* Expanded and renovated Library space, added shelving, study carrels, first Library computer terminal.
- \* Created Women's Advisory Council, maintained links with existing advisory groups, meeting with new mental health care providers, meeting with officers of the Montana Animal Control Association.
- \* Designated limited smoking areas, established recycling procedures, built linen bins, formulated new rules for contract instructors.



**TABLE I**  
**MAJOR ACCOMPLISHMENTS**

Comparative Statistics:				
<b>Courses Conducted</b>	<b>FY 87</b>	<b>FY 88</b>	<b>FY 89</b>	<b>FY 90</b>
1. Academy	22	27	22	24
2. Executive Institute	0	3	2	2
3. Regional	43	49	63	77
<b>TOTAL</b>	<b>65</b>	<b>79</b>	<b>87</b>	<b>103</b>
Officers Attending				
1. Academy	522	710	412	515
2. Executive Institute	0	73	104	61
3. Regional	589	937	1265	1288
<b>TOTAL</b>	<b>1141</b>	<b>1720</b>	<b>1781</b>	<b>1864</b>
<b>Weeks of Instruction</b>	<b>90</b>	<b>97</b>	<b>103</b>	<b>106</b>

Additionally, the Montana Law Enforcement Academy hosted numerous association meetings and in-service training sessions attended by sheriffs and deputies, chiefs and police officers, highway patrolmen, reserve officers, DARE officers, search and rescue personnel, MSU students and staff and other citizen and public safety groups. These meetings were attended by 330 persons and accounted for almost 3 weeks of facility use.

**TABLE II**  
**SUMMARY OF FY 90 PROGRAMS**

Program	Number of Courses	Hours of Instruction	Student Attendance				Total
			Police	Sheriff	State	Other	
Basic	3	1481	35	26	9	2	72
DOB	1	67		21		3	24
Professional	20	814	113	115	38	153	419
Executive Institute	2	424	13	8	17	23	61
Subtotal for Academy Programs	26	2786	161	170	64	181	576
Regional Programs	77	1474	428	510	179	171	1288
<b>TOTAL</b>	<b>103</b>	<b>4260</b>	<b>589</b>	<b>680</b>	<b>243</b>	<b>352</b>	<b>1864</b>

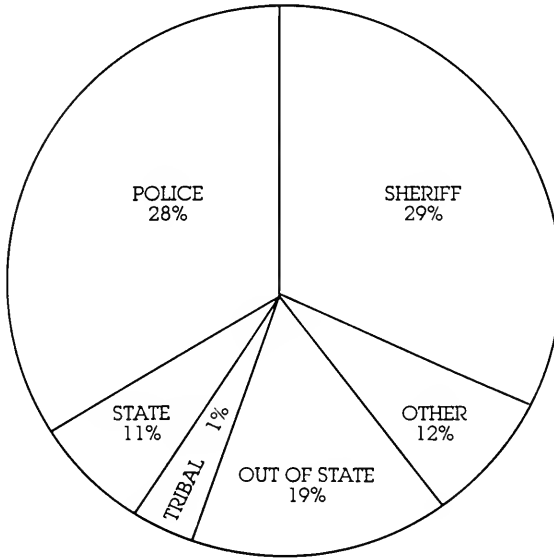


# TABLE III

## Percentage Classification Of Students Attending Training

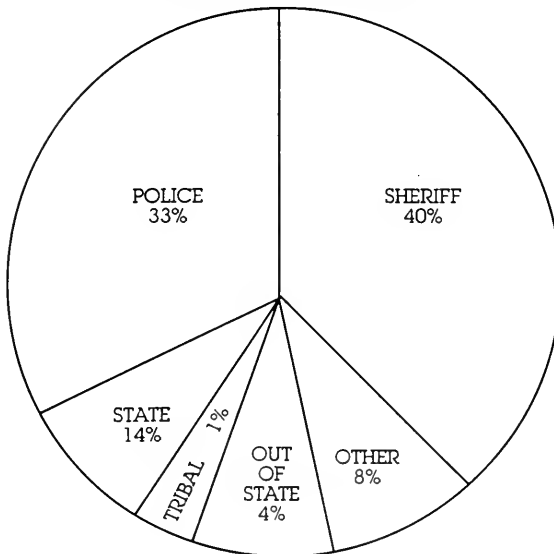
### ACADEMY PROGRAMS

576 STUDENTS



### REGIONAL PROGRAMS

1288 STUDENTS



STATE = MHP  
CIB  
FMB  
REV  
OTHER

OTHER - FEDERAL  
CIVILIAN  
OTHER LE





TABLE IV

ACADEMY PROGRAMS CONDUCTED  
BY THE  
MONTANA LAW ENFORCEMENT ACADEMY  
FY 90

BASIC COURSE SESSIONS:		DETENTION OFFICER BASIC:	
71st Session	9/10 - 11/17/89	DOB 1	3/4 - 3/11/90
72nd Session	2/18 - 4/27/90		
73rd Session	5/27 - 8/03/90		
PROFESSIONAL PROGRAMS:		EXECUTIVE INSTITUTE:	
E.I.S. 22	8/05 - 8/11/89	Staff and Command	9/30 - 10/10/89
Legal Officer	8/12 - 8/16/89	(Ten Week Session)	11/04 - 11/14/89
First Line Supervisor	8/19 - 8/25/89		12/02 - 12/12/89
Photography (Kodak)	8/26 - 8/31/89		1/07 - 1/17/90
EM. Medical Dispatch	9/09 - 9/11/89		2/04 - 2/14/90
EM. Medical Dispatch	9/12 - 9/14/89	Small Dept. Budget	5/08 - 5/10/90
Civil Process	9/24 - 9/29/89		
E.I.S. 23	10/21 - 10/26/89		
PSC Basic	10/28 - 11/09/89		
Flashlite Tech. Instructor	1/07 - 1/10/90		
Handcuffing Instructor	1/10 - 1/13/90		
Fingerprint Classification	1/14 - 1/19/90		
Latent Fingerprints	1/21 - 1/26/90		
Det. Off. Instr. Course	1/28 - 2/02/90		
Field Training Officer	1/28 - 2/02/90		
Evidence Technician	2/11 - 2/23/90		
Phsy. Profiling	3/11 - 3/16/90		
Legal Officer	3/18 - 3/23/90		
E.I.S. 24	4/28 - 4/13/90		
A.I.	5/13 - 5/25/90		



TABLE V  
REGIONAL PROGRAMS MONITORED  
BY THE  
MONTANA LAW ENFORCEMENT ACADEMY  
FY 90

COURSE TITLE	DATES	LOCATION	RT #	COURSE TITLE	DATES	LOCATION	RT #
D.A.R.E.	8/07 - 8/18/89	Missoula	743	Reid Tech of I & I	3/13 - 3/15/90	Billings	775
Handgun Retention	8/15 - 8/16/89	Billings	752	Dev. Volunteer Resources	3/13 - 3/15/90	Missoula	799
Knife Defense	8/17 - 8/18/89	Billings	753	Haz Mat Incdt Mangmt	3/17 - 3/18/90	Forsyth	800
PR-24	9/05 - 9/06/89	Livingston	754	L.E. & Drugs in the 90's	3/20 - 3/22/90	Kalispell	776
Gambling	9/12 - 9/13/89	Missoula	756	3 Day Radar	3/20 - 3/22/90	Malstrom	783
3 Day Radar	9/12 - 9/14/89	Polson	755	Youth in Crisis	3/29 - 3/30/90	Gt. Falls	782
SPST	9/18 - 9/19/89	Helena	744	Haz Mat Incdt Managmt	4/07 - 4/08/90	Superior	804
Adv Motor Vehicle Theft	9/18 - 9/22/89	Missoula	748	Haz Mat Incdt Analysis	4/07 - 4/08/90	Corvallis	805
Gambling	9/19 - 9/20/89	Gt. Falls	757	BSC Motor Veh Theft	4/10/90	Lewistown	790
SFST	9/20 - 9/21/89	Helena	751	BSC Motor Veh Theft	4/11/90	Billings	791
Drug Investigation	9/26 - 9/27/89	P. Burg	630	BSC Motor Veh Theft	4/12/90	Billings	792
Gambling	9/26 - 9/27/89	Billings	758	Exercise Design (DES)	4/10 - 4/12/90	Livingston	806
BSC Motor Veh Theft	9/11/89	Havre	759	BSC Motor Veh Theft	4/16/90	Bozeman	793
BSC Motor Veh Theft	9/13/89	Cut Bank	760	Basic Swat	4/16 - 4/20/90	Glendive	777
BSC Motor Veh Theft	9/15/89	Gt. Falls	761	Tactical Handcuffing	4/16/90	Thom. Falls	824
Occult Crime	9/20 - 9/21/89	Billings	763	BSC L.E. Rifle Course	4/17 - 4/19/90	Hardin	828
Basic Swat	9/25 - 9/29/89	Helena	764	BSC Motor Vehicle Theft	4/18/90	Helena	794
Chemical Agents	10/13/89	Bozeman	749	BSC Motor Vehicle Theft	4/19/90	Butte	795
BSC Motor Veh Theft	10/17/89	Miles City	765	Flashlite/Straight Baton	4/20/90	Polson	833
BSC Motor Veh Theft	10/18/89	Sidney	766	Haz Mat Incdt Analysis	4/21 - 4/22/90	Plentywood	807
BSC Motor Veh Theft	10/20/89	Glasgow	767	RR Grade Crsng Accid Inv	4/23/90	Gt. Falls	821
SFST	11/07 - 11/08/89	Billings	739	3 Day Radar	4/23 - 4/25/90	Superior	825
3 Day Radar	11/27 - 11/29/89	Townsend	769	SFST	4/24 - 4/25/90	Libby	822
Estmrst, Cult MC Gangs	11/28 - 11/30/89	Miles City	762	Counter Sniper/Observer	4/24 - 4/26/90	Mammoth	789
Drug Enf Seminar	12/05 - 12/07/89	Wolf Point	770	Lab & Grow Operations	4/24 - 4/27/90	Helena	788
Radiolog. Response	12/05 - 12/08/89	Helena	719	Haz Mat Incdt Analysis	4/28 - 4/29/90	Polson	809
BSC Motor Veh Theft	1/11/90	Libby	763	Crit Incid Stress Debriefing	4/27 - 4/28/90	Missoula	831
SFST	1/15 - 1/16/90	Choteau	771	3 Day Radar	5/01 - 5/03/90	Forsyth	820
BSC Drug Enforcement	1/16 - 1/18/90	Helena	773	Haz Mat Incdt Analysis	5/05 - 5/06/90	Thom. Falls	812
Drug Enf Seminar	1/30 - 1/31/90	Forsyth	750	Cland. Labs/Booby Traps	5/10/90	Missoula	789
CLDL Labs/Booby Traps	2/06/90	Kalispell	774	SFST	5/19 - 5/20/90	Billings	829
Haz Mat Incdt Managmt	2/10 - 2/11/90	Dillon	797	BSC L.E. Rifle Course	5/22/90	Billings	823
BSC L.E. Rifle Course	2/14 - 2/16/90	Hardin	785	Multiple Death Disaster	5/22 - 5/24/90	Billings	815
BSC L.E. Rifle Course	2/19 - 2/21/90	Hardin	786	SFST	5/24 - 5/25/90	Bridger	827
BSC L.E. Rifle Course	2/26 - 2/28/90	Hardin	787	Crim Prev/Nbrhd Watch	6/26/90	Helena	830
Immigration Incdt Crse	2/28 - 3/02/90	Helena	772	Alcohol & Drugs/Commun Approach	6/12 - 6/15/90	Gt. Falls	779
SFST	3/05 - 3/06/90	Malstrom	778	Public Safety Diving	6/22 - 6/24/90	Polson	826
3 Day Radar	3/07 - 3/09/90	Big Timber	781	Public Safety Diving	6/29 - 7/01/90	Polson	826
PR 24	3/08 - 3/09/90	Sidney	780				

TOTAL: 77 PROGRAMS



**TABLE VI**

**OTHER FACILITY USE**

**AT THE**

**MONTANA LAW ENFORCEMENT ACADEMY**

**FY 90**

	DATES	HOURS OF USE	ATTENDANCE
Driver Services	7/17/89	4.0	5
POST Detention Officer Driver	7/18/89	3.0	5
Services	9/17/89	4.0	6
MSPOA Board Meeting	9/19/89	6.0	16
MLEA Advisory Commission	10/06/89	3.0	2
MSPOA Commission	10/06/89	1.0	2
MCA Exec. Board Meeting	10/17/89	2.0	10
DOTIC Instructors	11/08/89	2.0	3
MAIL	12/12/89	4.5	12
GSCO Deputy Assoc.	12/14/89	3.5	11
Staff and Command Students	12/28/89	3.0	6
D.A.R.E.	12/29/89	4.0	6
Staff and Command Students	1/03/90	2.0	5
DOTIC Instructors	1/03/90	2.0	4
MHP Firearms Changeover	1/16 - 1/17/89	8.0	8
POST Meeting	1/18/90	4.0	14
MSU Social Justice Class	1/25/90	2.0	50
MCA Exec. Board Meeting	2/06/90	3.5	10
Mt. Dept. of Health Hearing	2/06/90	1.0	13
MLEA Advisory Commission	2/09/90	4.0	9
Equivalency Testing	2/09/90	3.0	9
MHP Evaluation Review	2/27/90	6.0	16
ICE Diver/Rescue	3/23 - 3/25/90	24.0	38
Tactical Task Force	4/09/90	5.0	8
Boy Scout Leaders	4/27 - 4/29/90	0.0	0
MCA Exec. Board Meeting	4/24/90	3.0	8
TAC Team Meeting	4/30/90	4.0	27
MHP Conference	5/09/90	1.0	7
Reserve Officers	5/11 - 5/13/90	16.0	20
<b>TOTAL FACILITY USE:</b>		<b>128.5</b>	<b>330</b>





